

Tres Pinos Water District

Regular Meeting Minutes

REGULAR MTG. DATE & TIME

Tuesday February 28, 2023 @ 5:30 p.m.

LOCATION

District Office
6850 Airline Hwy

PUBLIC COMMENTS DURING PUBLIC COMMENT PERIODS AND PUBLIC HEARINGS

During Public Comment, anyone may speak for a maximum of three minutes. For items on the agenda, members of the public have the opportunity to speak for a maximum of three minutes during the public hearing on that item.

• CALL TO ORDER

Director Schmidt called the meeting to order at 5:37 pm.

• ROLL CALL

Director Schmidt, Director Spencer, Director Rule, Director Maroney were all present. Director Kelly was absent.

• GUEST

Yvonne Caporgno, Greg Alvarado

• PLEDGE OF ALLEGIANCE

Director Schmidt led the flag salute.

• PUBLIC COMMENT

Mr. Greg Alvarado expressed his concern regarding the district map currently displayed on website. The map does not clearly define boundaries. Furthermore, the Sphere of Influence Map is also missing. Director Schmidt directed office manager to upload on to the website the correct map. Mr. Greg Alvarado expressed concerns regarding the possible consolidation with Sunnyslope Water District and the increase in water costs.

1. MINUTES

- Approval of Regular Meeting Minutes of January 17, 2022

A motion made by Director Spencer to approve the minutes as presented, seconded by Director Rule. Given that she was absent for January 17, 2023 meeting, Director Maroney abstained

Motion carried 3-0

2. REPORTS

FINANCE REPORT

- Financial Reports

Accountant Yvonne Caporgno presented a financial statement. She reported that although revenues have increased so have expenses.

- Checks Ratification

Director Spencer motioned to ratify checks in the amount of \$19,163.29 Director Maroney seconded.

Motion carried 4 -0.

- Bills for Approval

Director Rule motioned to approve invoices for payment in the amount of \$14,987.40 Director Spencer seconded. Motion carried 4-0.

• ACKNOWLEDGEMENT OF AGENDA POSTING

Office Manager acknowledged posting the agenda per the Ralph M. Brown Act requirements, on Friday February 24, 2023.

• APPROVE AGENDA

Director Spencer motioned to approve agenda without modifications. Director Maroney seconded the motion. Motion carried 4-0.

3. DISTRICT OFFICE REPORT

- Reminder Notices/Delinquent Accounts/Shut off notices

Office Manager reported 14 delinquent notices 4 ten day notices. She also provided a chart displaying the number of notifications a customer receives prior to shut off.

Customer 60 East Fourth Street (Rear)- Office Manager consulted with District's Legal Counsel who responded-via email. (Email attached)

SB998-Water Protection Act (fact sheet attached) does not affect the Tres Water District.

SB998 affects Water Districts with 200 or more connections. With that said, the district can and will shut water service to customer at 60 East Fourth St. (rear) for nonpayment. Given that the home is a rental, the homeowner will be responsible for water & sewer services for future tenants.

4. BOARD MEMBER'S REPORT

- Water System Planning/Consolidation Discussion

Director Schmidt reported that a Small Community Water System Consolidations with Sunnyslope Water District joint application with three other small districts was completed and submitted January 30,2023. The communities include Tres Pinos, Stonegate, Venture Estates, and Best Roads. These small water systems have several elements in common such as, limited means for operations and maintenance, declining productivity of wells, violations, and aging infrastructure.

5. GENERAL MANAGER (QUARTERLY REPORT FROM BRACEWELL) (Jan, April, July, Oct)

- Bracewell provided written monthly status report. The cost of freeboard testing and negotiations with State Water Board to reduce the number of freeboard testing. It appears, per email from State Water Board Mark Lemus, that the freeboard testing would be reduced. Director Schmidt asked Office Manager to research certification courses available nearby. Perhaps our current Meter Reader could become certify to performs freeboard testing.

6. OLD BUSINESS

- Conflict of Interest form 700 filers

Office Manager provided copies of the 700 forms and instructions to those board member that had not filed the notice.

- Audit Status

Office Manager informed the board that the final audit will be finalized soon after the Auditor speaks with a board member. Yvonne (Accountant) suggested a teleconference call between Auditor and Director Maroney. Both Accountant and Office Manager would be present. Director Maroney agreed Office Manager will organize the teleconference call. Director Schmidt requested that Office Manager inquire and clarify if audits are to be completed on a yearly basis.

7. NEW BUSINESS

- Grease Trap Inspection Reports

Office Manager presented the Grease Trap Inspection reports completed by Bracewell Engineering. The Board of Directors were dissatisfied with the information provided and requested that more detail be provided. Following Ordinance #47 test report of grease trap in kitchen. Office Manager indicated that perhaps the restaurants were in need of education on the importance of maintaining the grease traps. The Board agreed and directed Office Manager to provide each restaurant with instructions and a log. The grease trap is to be skimmed weekly at a minimum more preferable and completely clean out once a month by a professional.

- **Board Training**


Office Manager presented board members with an Ethics Training Packet. Each board member is to study and take exam I and exam II. Once exams are completed they will be returned to District's Office and Office Manger will mail the exams to the State Office of Institute for Local Government AB 1234 Ethics Training. Once each exam is reviewed a certificate of completion will be forwarded to each director.

8 **ADJOURNMENT**

Adjourn to next Regular Meeting on March 21, 2023, Director Rule motioned to adjourn, Director Spencer second at 7:00. Motion carried 4-0.

Approved as amended 3/21/2023 motion by Director Maroney, second by Director Spencer motion carried 5-0


Maria Fehl, Recording Secretary


Ed Schmidt, President